



**MINUTES OF THE
WELL INSTALLATION BOARD MEETING
Missouri Geological Survey
Mozarkite Conference Room
111 Fairgrounds Road, Rolla, Mo.**

August 28, 2015

The regular meeting of the Well Installation Board was held August 28, 2015, at the Missouri Geological Survey, Mozarkite Conference Room, 111 Fairgrounds Road, Rolla, Mo. A quorum being present, Mr. Danny Flynn, Chairman, called the meeting to order at 10:02 a.m.

Board Members Present: Mr. Danny Flynn, Mr. Robert Lawrence, Mr. Fred Schoen, Ms. Sharlene Morgan, Mr. Joe Gillman, Mr. Bob Broz

Board Members Present via Teleconference: Ms. Annetta St. Clair

Board Members Absent: None.

Legal Counsel: Mr. Jacob Westen, Assistant Attorney General

Staff Present: Ms. Carey Bridges, Mr. Kyle Rollins, Ms. Sheri Fry, Ms. Connie Edwards, Mr. Scott Kaden, Ms. Karen Smith, Ms. Julia Katich-Mudd via teleconference

Guests Present: Ms. Kaley Erwin and Ms. Carol Eighmey, Petroleum Storage Tank Insurance Fund (PSTIF); Mr. Brad Hoyt, Missouri Water Well Association (MWWA) and N. Fennwald Pump Service, Inc.; Mr. David Rosemann

INTRODUCTION

Mr. Danny Flynn welcomed everyone to the meeting and introduced himself. He asked the Board members to introduce themselves, followed by staff and the audience.

MINUTES OF THE MAY 21, 2015, MEETING

The Chairman asked if there were any corrections to the minutes from the May 21, 2015, meeting. Mr. Broz offered a motion to accept the minutes. Ms. Morgan seconded the motion. Motion carried.

PROGRAM UPDATES

Ms. Carey Bridges, Director, Geological Survey Program, updated the Board on the following items: current status of the data integration project including the rebranding as Missouri Gateway for Environmental Management (MOGEM); revisions to the Oil and Gas rules which includes a requirement for oil or gas wells converted to use as water wells to be reconstructed by permitted water well installation contractors, and upcoming Oil and Gas Council meetings.

SECTION UPDATES

The Chairman recognized Mr. Kyle Rollins, Section Chief, who introduced Ms. Karen Smith as the recently promoted Unit Chief in the Processing Unit. Mr. Rollins updated the Board on the following issues: current vacancy in the Section; permitting renewal cycle due Oct. 1; working with apprentices who have met their requirements but have not yet tested to become a non-restricted permittee; online testing; casing point information added to the Wellhead Online Services site; radius search for consultants to use to search the Well Information Management database; current status of forms being revised; and the uploading of well logs to the online system. Mr. Rollins gave a presentation of year-end data to include: 162 variances, 172 casing depth requests, 1,100 sunshine requests, 6,850 incoming calls, 2,245 incoming e-mails, 12,523 pieces of mail received, 38 educational presentations, 52 compliance assistance visits, 164 administrative cases assigned, 169 administrative cases resolved, 58 administrative letters of warning issued, 5 field letters of warning issued, 65 field cases assigned, 42 field cases resolved, 397 heat pump pre-notifications received, 8 heat pump pre-notifications witnessed, 41 permit pre-notifications received, 9 permit pre-notifications witnessed, 114 tests administered, 33 lost well sites inspected, 2,839 water well records received, 1,312 pump records received, 1,413 monitoring well records received, 602 heat pump records received, 1,788 well plugging records received, 142 reconstruction records received, 128 public water supply notifications received, 21 online water well records received, 40 online pump records received, 5 online reconstruction records received, 35 online heat pump records received, 158 online monitoring records received, 128 online plugging records received and 223 online permit renewals.

FUND UPDATES

The Chairman recognized Mr. Rollins who gave an annual fee update for fiscal year July 1, 2014, through June 30, 2015, to include: a summary of the fiscal year expenses, fund balance and fund projections. Staff recommended the fees remain at the current level for the next fiscal year.

PERMIT PETITIONS

The Chairman recognized Ms. Fry who stated no permit petitions were received.

RULE UPDATE

The Chairman recognized Mr. Rollins who updated the Board on the status of current rulemakings: the Appeals rulemaking is with department legal for review, the Plugging rulemaking has been drafted and is with Missouri Geological Survey management for review; the Definitions rulemaking is still in working draft status; Chapter Three, the Water Well rulemaking is still in working draft status with stakeholder meetings possibly at the end of 2015; the Variance rulemaking is with department legal for review; the next set of rules to be reviewed are the Monitoring Well rules and Test Hole rules, with Chapter One to follow.

MISSOURI WATER WELL ASSOCIATION

The Chairman recognized Mr. Hoyt, who stated the Association had no comments.

OTHER BUSINESS

None.

PUBLIC COMMENT AND CORRESPONDENCE

None.

FUTURE MEETINGS

At the last regular meeting held in Rolla, Mo. on May 21, 2015, the Board voted to hold the November meeting at 10 a.m., Fri., Nov. 6, 2015, in Rolla, Mo. The following 2016 tentative meeting dates have been set:

Feb. 15 – in conjunction with the MWWA Conference

May 6 – Missouri Geological Survey, Rolla

Aug. 5 – Missouri Geological Survey, Rolla

Nov. 4 – Missouri Geological Survey, Rolla

Mr. Lawrence made a motion to hold the February meeting at 10 a.m. on Mon. Feb. 15, 2016, in conjunction with the Missouri Water Well Association Convention to be held at the Tan-Tar-A Resort in Osage Beach, Mo. Mr. Gillman seconded the motion. Discussion was made on the requirement to vote when setting future meeting dates, with an agreement reached to not vote on future meeting dates. Mr. Lawrence withdrew his motion on the floor. Mr. Gillman withdrew his second. Chair Flynn requested Ms. Edwards note the changes and update the tentative meeting schedule.

ROLL CALL VOTE FOR NEXT CLOSED SESSION

Mr. Schoen moved that the Well Installation Board meet in closed session at the next regular board meeting for the purpose of discussing matters protected from disclosure by law as provided for in Section 610.021, RSMo., including but not limited to: legal actions, pending litigation, and attorney-client privileged matters with the Board's attorney. The motion was seconded by Mr. Lawrence. A roll call vote was taken as follows: Mr. Lawrence, yes; Mr. Schoen, yes; Mr. Broz, yes; Ms. Morgan, yes; Mr. Gillman, yes; Ms. St. Clair, yes.

ADJOURNMENT OF MEETING

Ms. Morgan moved to adjourn the meeting. Mr. Broz seconded the motion. Motion carried. Meeting adjourned at 10:37 a.m.

Minutes taken at the Well Installation Board meetings are not verbatim records of the meeting. Consequently, the minutes are not intended to be and are not a word-for-word transcription.